



Report author: Sarah Johal

Tel: 0113 2783623

---

## Report of Director of Children's Services

## Report to West Yorkshire Adoption Joint Committee

Date: 15<sup>th</sup> March 2017

## Subject: Business Report

Are there implications for equality and diversity and cohesion and integration?

Yes  No

Does the report contain confidential or exempt information?

Yes  No

If relevant, access to information procedure rule number:

Appendix number:

---

## Summary of main issues

1. In December 2016 the Cabinet and Executive Boards across West Yorkshire endorsed arrangements for a new regional adoption agency titled One Adoption Agency West Yorkshire (the Agency) and put in place the arrangements necessary for the functioning of the committee.
2. The committees Constitution and Procedure Rules require and permit the committee to take a number of decisions the details of which are set out in this report.

## Recommendations

The Joint Committee is requested to:

1. Elect a Vice Chair
2. Consider the appointment of and delegation of functions to any sub-groups or advisory groups; and
3. Consider whether a standing invitation be made to any other party to attend meetings of the Joint Committee.

## **1. Purpose of this report**

- 1.1 This report sets out recommendations for the consideration of matters arising from the application of the Joint Committee's Constitution and Rules of Procedure.

## **2. Background information**

- 2.1 In December 2016 the Cabinet and Executive Board meetings of the five West Yorkshire Authorities endorsed the arrangements for a new regional adoption agency (One Adoption Agency West Yorkshire) and inter alia:-
- Appointed the West Yorkshire Adoption Joint Committee;
  - Approved the, Constitution, Terms of Reference and Procedure Rules of the Joint Committee;
- 2.2 For Members ease of reference the Constitution and Rules of Procedure are set out at Appendices A and B attached.

## **3. Main issues**

### Membership

- 3.1 The Constitution provides that the Joint Committee comprises one Member from each authority. Each authority is able to have a pool of up to two named substitute Members, and the clerk should be advised of the names of these substitutes as soon as possible.
- 3.2 Members will be aware that should they cease to be a Member of their own authority their membership of the Joint Committee will also cease.

### Chairing

- 3.3 In accordance with Paragraph 4a) of the Constitution the Joint Committee will be chaired by the Member appointed by Leeds City Council as Host Authority.
- 3.4 The vice-chair is to be elected at the first meeting of the Joint Committee in each municipal year. Members are therefore requested to elect a vice chair in accordance with paragraph 4b) of the Constitution. Members will note that they will need to elect a vice-chair again at their first meeting in the new municipal year and annually thereafter.

### Delegation of Functions

- 3.6 In addition to the delegation of functions to officers, which is considered in a report elsewhere on the agenda, the Joint Committee is able to appoint sub-committees or advisory groups to assist in the execution of its responsibilities. At the current time officers do not recommend that any such arrangements are put in place but that all matters are considered by the Joint Committee as necessary.

### Attendance at meetings

- 3.7 The Rules of Procedure for the Joint Committee provide at rule 7i) that the Chair may invite any person to attend and speak to any matter before the Joint Committee. In addition rule 7ii) provides that by unanimous vote the committee may extend a standing invitation to a Member or officer of one of the participating authorities or to any other third party. The Committee are therefore invited to consider whether they wish to extend any such standing invitation.

- 3.8 The Head of Service recommends that an invitation be extended to the Voluntary Adoption Alliance from the Yorkshire & Humber region. The alliance represents all voluntary adoption agencies and adoption support agencies across the region who have come together to work with Regional Adoption Agencies with an aim to deliver together excellent adoption services, with a strong focus on innovation and practice.

## **4. Corporate considerations**

### **4.1 Consultation and engagement**

- 4.1.1 The extension of a standing invitation to representatives from the voluntary adoption alliance would allow meaningful consultation between the committee and the third sector.

### **4.2 Equality and diversity / cohesion and integration**

- 4.2.1 There are no implications for this report.

### **4.3 Resources and value for money**

- 4.3.1 There are no implications for this report.

### **4.4 Legal implications and access to information**

- 4.4.1 There are no implications for this report

### **4.5 Risk management**

- 4.5.1 There are no implications for this report.

## **5. Recommendations**

The Joint Committee is requested to:

- 5.1.1 Elect a Vice Chair;
- 5.1.2 Consider the appointment of and delegation of functions to any sub-groups or advisory groups; and
- 5.1.3 Consider whether a standing invitation be made to any other party to attend meetings of the Joint Committee.

## **6. Background documents<sup>1</sup>**

- 6.1 None

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.